



DHCA, Licensing & Registration Unit
1401 Rockville Pike, 4th Floor, Rockville, MD 20852
Fax: 240-777-3699 or Phone 240-777-0311

2019 ANNUAL LEAD POISONING PREVENTION CHECKLIST

LICENSE # \_\_\_\_\_

PROPERTY ADDRESS: \_\_\_\_\_

Required

This form must be filled out annually or rental license will not be renewed.
Do Not Send Fees or Maryland Department of Environment Registration Application

DUE DATE: APRIL 30, 2019

Maryland State law requires that all owners of residential rental property built before January 1, 1978 comply with the State Lead Poisoning Prevention requirements by providing proof of registration and a copy of the Lead Paint Certificate when applicable.

- PLEASE READ INSTRUCTIONS ON BACK BEFORE COMPLETING THIS FORM
Questions regarding Lead Poisoning Prevention and Compliance should be directed to the Maryland Department of the Environment (MDE) by email at MDE.LeadReg@maryland.gov or by telephone at 800-633-6101 or 410-537-4199.
Questions regarding the Annual Lead Poisoning Prevention Checklist should be directed to the Department of Housing and Community Affairs, Licensing and Registration Unit by telephone at 240-777-0311.

1. What is the current Maryland Department of Environment (MDE) Tracking number?

Seven Digits including leading 0

1a. Is this rental property registered on MDE's Lead Rental Registry? Y N

2. When did the current tenant(s) move in? Date (MM/DD/YYYY)

3. What type of Lead Paint Inspection Certificate was received?

Lead Free Limited Lead Free Full Risk Reduction Modified Risk Reduction

4. What is the current Lead Paint Certificate number?

5. Date of last Lead Paint Inspection for the rental property? Date (MM/DD/YYYY)

Thank you for completing the Annual Lead Poisoning Prevention Checklist

I affirm under penalty of perjury that the above information is true to the best of my knowledge and belief. I also understand that if there are any changes in property ownership, owner address, or agent/legal agent contract information that I must notify the Department of Housing and Community Affairs, Licensing and Registration Unit within 10 days of the change.

Authorized Signature (required)

Date

Print Name of Person Signing

OWNER CHECKLIST (All sections have been completed):

Table with 2 columns and 5 rows of checklist items: MDE Tracking Number provided, Date Current Tenant(s) moved in, Enclosed Photocopy of Lead Paint Certificate(s), Type of Lead Paint Inspection & Certificate Number, Date of last Lead Paint Inspection, Signed and Dated Checklist

## 2019 ANNUAL LEAD POISONING PREVENTION CHECKLIST INSTRUCTIONS

### Question 1: What is the current Maryland Department of Environment (MDE) Tracking number?

In order to register a property on the Maryland Department of the Environment (MDE) Lead Rental Registry, first obtain an owner tracking number if you do not already have one. Then register each rental unit built before 1978, unless it has a certified lead free or limited lead-free certificate. To obtain an owner tracking number, renew currently registered rental units, or register additional units, please contact MDE by email at [mde.leadreg@maryland.gov](mailto:mde.leadreg@maryland.gov) or call (800) 776-2706 or (410) 537-4199. All Lead Rental Registry registration and renewal fees must be sent to MDE.

### Question 2: When did the current tenant(s) move in?

Enter the date that the current tenant moved into the rental unit.

### Question 3: What type of Lead Paint Inspection Certificate was received?

Inspection Categories	
Lead Free	One Time Only
Limited Lead Free	Reinspection of exterior required within two years from date of last inspection.
Full Risk Reduction	When there is a change in tenancy. <ul style="list-style-type: none"><li>• Dust Inspection</li></ul>
Modified Risk Reduction	Triggered by a Notice of Defect of paint condition or other triggering conditions. <ul style="list-style-type: none"><li>• Visual and Dust Inspection</li></ul>

### Question 4: What is the current Lead Paint Certificate number?

The Lead Paint Risk Reduction Inspection Certificate number is usually printed at the top right-hand corner after **Inspection Certificate Number**.

### Question 5: Date of last Lead Paint Inspection for the rental property?

Enter date of the last date the rental property was inspected by an MDE accredited inspector (This date is listed on the bottom section of the Lead Paint Inspection Certificate).

**\*If your rental property was built between 1950 and 1977 and your current tenant moved in prior to January 1, 2015, a copy of the Lead Paint Inspection Certificate is not required at this time. Once the tenant has moved out, the rental property must be inspected for lead paint compliance and a current copy of the Lead Inspection Certificate must be scanned and uploaded to the Department of Housing and Community Affairs, Licensing and Registration Unit.**

The Annual Lead Poisoning Prevention Checklist must be submitted by *Tuesday, April 30, 2019*. If you have any questions regarding the Checklist, please feel free to contact the Licensing and Registration Unit at 240-777-0311.